



## NORTHWEST POWER NORTHWEST VALUES

**Job Title & Series:**

Natural Resource Specialist (Right-of-Way), GS-401

**Job Announcement Number:**

10387-12-DE

**Opens:** 08/10/12**Closes:** 08/31/12*(Applications must be received by 11:59 p.m. Pacific Time)***Grade & Salary Range by location:**

Spokane, WA	Kent, WA	Vancouver, WA and Salem, OR
GS-07: \$44,176 - \$54,373	GS-07: \$44,176 - \$54,373	GS-07: \$44,176 - \$54,373
GS-09: \$54,028 - \$66,493	GS-09: \$54,028 - \$66,493	GS-09: \$54,028 - \$66,493
GS-11: \$58,667 - \$74,628	GS-11: \$61,255 - \$79,628	GS-11: \$60,520 - \$78,674

*Full performance level: GS-11. May be filled at any level above.*

The duty station locations will be assigned upon selection.

**Type of Position:** This is a permanent position with a full-time work schedule.**Benefits:** BPA offers a comprehensive benefits package. <http://www.jobs.bpa.gov/Benefits/>

### Eligibility

All United States citizens are eligible to apply.

*NOTE: You must submit separate and complete application packages for each vacancy for which you would like to be considered. This includes current or former federal employees eligible for transfer or reinstatement, veterans eligible for appointment under the Veterans' Employment Opportunities Act or other veterans' programs, and others eligible under special hiring authorities may apply under external announcements and internal Merit Promotion procedures: 10384.*

### About BPA

The Bonneville Power Administration has been powering people and careers for nearly 75 years. We are a non-profit federal agency that provides clean, emissions-free electricity to the Pacific Northwest and maintains a high voltage transmission system to deliver that electricity. We are a leader in sustainability and environmental stewardship, promoting energy efficiency, renewable energy, the smart grid, fish and wildlife protection and initiatives to address climate change. We are a visionary and innovative agency that values diversity and creativity and encourages continuous learning. We are located throughout the Pacific Northwest with opportunities in cities, smaller communities and rural areas. You can learn more about BPA at [www.bpa.gov](http://www.bpa.gov).

### Job Summary & Major Duties

The Natural Resource Specialist is responsible for the development and implementation of the Transmission Field (TF) Services Vegetation Management and Access Road programs, which include managing rights-of-way and substation vegetation, danger trees, and rights-of-way access. Natural Resource Specialists (NRS), who are remotely supervised by the Supervisory Natural Resource Specialist (Vegetation/Access Road Program Manager), are co-located in various TF Districts and work collaboratively with Transmission Line Maintenance (TLM) crews, Aircraft Services, Realty Specialists, Environmental Specialists, contracting personnel, and Field District Managers to implement these programs.

Assists with the development and implementation of short and long-term district(s) management plan for vegetation control. Also, coordinates and develops an annual management plan for access road construction, maintenance, and acquisition needs. Integrates numerous issues, such as environmental laws, threatened and endangered species, diverse landownership, conflicting land use objectives, budget constraints, and cultural concerns into the district and regional management plans.

Assists with the development and prioritization of annual district, out-year, and special project schedules. Budgets and requests for the vegetation management and access road programs, coordinates planned activities with affected departments (e.g., Transmission Line Maintenance, Realty, Environment, Contracting) to identify and resolve critical issues, avoid regional and system conflicts, and insure project success.

Prepares site-specific vegetation management prescriptions and related Final Environmental Impact Statement (FEIS) checklists (or ROW management plans) consistent with guidance provided by the BPA Transmission System Vegetation Management Program FEIS and related National Environmental Policy Act (NEPA)

requirements. This requires surveying prospective treatment areas, identifying targeted vegetation, determining methods of control, considering potential scope and alternatives; and, identifying critical environmental resource issues, landowner conflicts, and mitigation measures which may be required. Implements the prescribed treatment methods based on overall project objectives, regulatory compliance and cost efficiency. Projects are timely, cost effective, and within budget allocations.

Serves as a project manager on ROW and access road projects. Coordinates with other departments (e.g., Real Property Services, Environment, Engineering, Legal, etc.) to assure support for associated schedules and tasks (e.g., danger tree assessments, environmental assessments and permitting, engineering design, etc.) are in line with project timeline, and not the cause of delays. This coordination requires an in-depth understanding of the complexities of implementing ROW management (e.g., landownership policies, legal responsibilities, environmental requirements, and technical specifications). Develops and implements the project plan and coordinates with the Regional Resource Management Specialist (RMS) on use of internal staff or contracts. Creates the contract request and statements of work. Coordinates changes in standard statement of work and contract specification with the Contracting Officer (CO) before project implementation.

When delegated authority by a CO, the incumbent serves as the Contracting Officer Technical Representative (COTR) and monitors performance and compliance with contract specifications to ensure BPA receives services that conform to the technical requirements of the contract. Completes periodic COTR training per of the Federal and agency Acquisition Requirements. Works with the CO to correct contractor problems and recommends remedial action, when necessary.

Reviews transmission line corridors and construction projects for compliance with line maintenance standards for ROW clearing, access road erosion control, and structure site vegetation. Reports results and recommendations to immediate supervisor and project managers.

Develops and maintains district(s) vegetation management and access road program data that includes: annual work plans, project tracking spreadsheets, environmental analysis checklists, statements of work, prescription sheets, herbicide forms, access road request forms, access road data dictionary in a manner consistent with the reporting requirements of the BPA system as a whole including all regions. Reviews and evaluates the data to determine the effectiveness of methods/techniques of the program and take actions as appropriate to reduce costs and increase production.

Stays abreast of and implements new technologies and information with respect to vegetation, contracting, environmental, and legal issues as they pertain to vegetation management and access road programs. Reviews relevant internal and external environmental documentation in order to remain knowledgeable on environmental, vegetation management and access road issues. The incumbent needs to understand policies on endangered/sensitive species and environmental/cultural restrictions. The incumbent works with central field services staff to improve vegetation and access road programs throughout the district.

Serves as a technical expert in vegetation and ROW management to various internal groups, outside agencies, and the public as issues arise within the region including negotiation, coordination with county-weed boards and other entities (e.g., Army Corps, Forest Service, state departments of natural resources, Bureau of Reclamation, etc.). This activity may include negotiating agreements, committing resources, obtaining permits and overseeing implementation of agreements and conditions of such permits. Advises and recommends vegetation management and herbicide alternatives for substation and non-electric facility maintenance. May represent the Region as a participant at public meetings regarding weed control, vegetation management for new construction, vegetation removal plans or other issues related to ROW management.

Initiates, negotiates, and maintains cooperative agreements with public and private landowners (including dispute resolutions) other agencies such as the USFWS, or the Native American Tribes regarding ROW management and maintenance practices. Notifies landowners of planned vegetation activities in accordance with BPA policy and may discuss work plans and schedules with them.

Responds to inquiries, from a broad range of sources, on sensitive issues involving vegetation control methods, herbicide application, protection of cultural resources and other related issues. Uses professional expertise to recognize problems, reference solutions from current documentation (Standards and Guidelines, Regulatory requirements, Environmental Impact Statements (EIS) and Supplemental Analysis (SA), and other sources), or recommend viable solutions and solves problems inline with BPA policy. Stays aware of emergency response protocols for vegetation management activities, initiating appropriate response and involvement from cooperating departments (e.g., coordinating water and soil sampling, safety office, etc.).

Can represent BPA at industry conferences, seminars, and other venues as a presenter to educate managers, colleagues, agencies, boards, and the public on BPA ROW practices.

Maintains current BPA Herbicide Applicator License. Acts as a district/regional resource on herbicide application and chemical use. Assures the use of herbicides complies with BPA policy and environmental regulation.

## Qualifications

### SPECIALIZED EXPERIENCE

**GS-7:** Experience in assisting with basic vegetation management techniques (i.e., forest management, silviculture, forest ecology, etc.)

**GS-9:** Experience in which the application assisted others in the planning, development, or implementation of vegetation management programs or control project, program, system, process, or practice that employed at least some method of manual, mechanical or chemical treatment, or silviculture, arboriculture, horticulture or agriculture with the intent to control, manage or manipulate vegetation to achieve a specific purpose or purposes.

**GS-11:** Experience working on, or serving on a team or staff responsible for, developing and implementing an integrated vegetation management program or control project, program, system, process, or practice that employed at least some method of manual, mechanical or chemical treatment, or silviculture, arboriculture, horticulture or agriculture with the intent to control, manage or manipulate vegetation to achieve a specific purpose or purposes.

In order to be rated as meeting the minimum qualifications, we must be able to determine from your application package (includes resume, cover letter and or other supporting material) that you have a minimum of **one year** of the specialized experience requirement described above. *Applicants who have qualifying experience performed on less than a full-time basis must specify the percentage and length of time spent in performance of such duties*

**Substitution of education for specialized experience:** Completion of education in the amounts shown below is qualifying at grades, GS-07, GS-09 and GS-11 if it provided the knowledge, skills and abilities necessary to do the work of the position.

**GS-07:** Completion of at least **one year of graduate level education** that provided the knowledge, skills and abilities necessary to do the work of the position **OR**  
Superior Academic Achievement\*

**\*Superior Academic Achievement** is based on (1) *class standing*, (2) *grade-point average*; (3) *honor society membership*.

1. *Class standing* – Applicants must be in the upper third of the graduating class in the college, university, or major subdivision.

2. *Grade Point Average* – Applicants must have a grade point average of 3.0 or higher based on 4 years of education and recorded on applicants transcript, or 3.5 or higher based on the average required courses completed in the major field during the final 2 years of the curriculum, or

3. *Honor society membership* – membership in one of the national scholastic honor societies.

**GS-09:** 2 years of progressively higher level graduate education leading to a master's degree or master's or equivalent graduate degree.

**GS-11:** 3 years of progressively higher level graduate education leading to a Ph.D. degree or Ph.D. or equivalent doctoral degree.

### EDUCATION

*To be rated as qualified for this position, college transcripts are required.*

A. Degree: biological sciences, agriculture, natural resource management, chemistry, or related disciplines appropriate to the position.

OR

B. Combination of education and experience--Courses equivalent to a major, as shown in A above, plus appropriate experience or additional education.

### Education obtained outside the United States

If your education has been obtained outside the U.S., you must submit proof with your application that your transcripts have been evaluated by a private organization that specializes in interpretation of foreign educational credentials and have been deemed at least equivalent to that gained in conventional U.S. education programs.

### KNOWLEDGE, SKILLS, AND ABILITIES

Your application materials will be reviewed against the knowledge, skills and abilities (KSAs) listed below to determine your category rating: Best Qualified, Highly Qualified, or Qualified. Within these categories, applicants eligible for veteran's preference will receive selection priority.

**Clearly articulating your work experience to determine the application of the knowledge, skills or abilities through performance is critical to determining your qualifications for this position. Please describe your experience and thoroughly address the statements below through your resume, cover letter, and/or other supporting material you choose to submit.** Work product examples will not be reviewed unless specifically requested. For more information on how to provide supporting information for KSAs, please visit [http://jobs.bpa.gov/How\\_To\\_Apply/ksa.cfm](http://jobs.bpa.gov/How_To_Apply/ksa.cfm).

- 1. Ability to plan, develop, and administer an integrated vegetation management Program or control program, system, process, budget or practice.** *(Describe your experience planning, developing, administering and implementing a vegetation control or management program that employed methods of manual, mechanical or chemical treatment, or silviculture, arboriculture, horticulture or agriculture with the intent to control, manage or manipulate vegetation to achieve a specific purpose or purposes.)*
- 2. Project Management skills including the ability to gather, track, manipulate and analyze a variety of information, using electronic and automated tools and programs, to make judgments and recommendations in terms of work practices, management processes, operational procedures, or the allocation of resources, or otherwise manage a project or projects.** *(Describe your experiences gathering, storing, manipulating, querying different forms of data to plan, implement, monitor, and manage a project.)*
- 3. Knowledge of ecological principles applied to forest and woodlands.** *(Describe your knowledge of applied forest and woodland ecology that illustrates your understanding of species identification, physiology, growth and response to environmental conditions and human activities. Give one or more examples of experience to illustrate your application of this knowledge in a field setting or to a job or project.)*
- 4. Skill in communicating oral and written technical information to a variety of individuals and audiences.** *(Describe your experience communicating, both orally and in writing, to convey complex, technical issues to technical and non-technical audiences with differing viewpoints. Give examples of types and purpose of reports or presentations that you have prepared and other experience in presenting information, data and metrics to inform or educate audiences about a program, procedure or project to facilitate related decisions.)*
- 5. Skill in developing and maintaining positive and productive relationships with team members and others inside and outside of the work group.** *(Describe your skill and ability in leading a team and/or participating as a team member in planning, developing, and/or implementing a program, procedure or project. Describe the skills you use to foster respect, maintain a focus on objectives, promote sharing ideas, concerns, and working through conflict).*
- 6. Knowledge of land management administration, jurisdiction and ownership considerations in order to develop and implement policy concerning transmission line rights-of-way management programs, such as vegetation control and road access or facility maintenance.** *(Describe your experience working with various regulatory entities, governments, tribes, or landowners with jurisdictional and legal rights that may have or could have been affected by or affected your work, project, or policy.)*

#### **ADDITIONAL REQUIREMENTS**

- This position requires 11 or more nights of overnight travel per month, and field work, as conditions of appointment
- You must possess and maintain a valid state driver's license as a condition of appointment. You will be required to show proof that you meet this requirement if selected.
- Applicants must complete the attached "Certification of Geographic Availability Form" indicating which location (s) they wish to be considered for. The completed form must be returned with your application package.

#### **SECURITY & SUITABILITY**

The sensitivity level of this position is designated as 'Low Risk – Nonsensitive', which requires that the selectee pass a National Agency Check with Inquiries (NACI) personnel investigation and receive a favorable suitability determination. For more information please visit: [http://jobs.bpa.gov/How\\_To\\_Apply/faqs.cfm#18](http://jobs.bpa.gov/How_To_Apply/faqs.cfm#18)

#### **Application Package Checklist**

- ☐ Resume, cover letter, and/or other supporting material you choose to submit that fully describe your education and experience. Application must contain sufficient information to determine eligibility for the position.  
**Applications must include the following information:**

- Job Announcement number, title, and grade
- Full legal name, mailing address, contact telephone number and email address
- **Country of citizenship** (SSN or other ID is not requested at this time)
- High school attended which includes name of high school and location.
- Employment history including unpaid positions with job title, grade (if Federal), duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates (month and year), salary, and hours worked per week. Explain any gaps in employment.
- Indication if we may contact your current supervisor.
- List of other job-related training, skills, certificates and licenses, recognition, professional memberships, publications, leadership activities, or other relevant information.
- Grade level(s) for which you are applying.
- ☐ College transcripts (photocopies are acceptable)
- ☐ Additional documents as specified in 'Additional Requirements'.
- ☐ **VETERANS:** To be considered for veteran's preference, a copy of your DD-214 (Member 4) is required. 10-point veterans must also provide a copy of their SF-15 and associated documentation.
- ☐ All applicants are encouraged to complete the Ethnicity and Race Identification attached.

## How to Submit Your Application

Applications may be emailed, faxed or mailed. Due to security requirements, we only accept hand-delivered application from individuals who currently have badge access to the building.

- **Email to:** [jobs@bpa.gov](mailto:jobs@bpa.gov) with the Job Announcement Number in the subject line and on any attachments.
- **Fax to:** 503-230-3149
- **Send via US Mail to:** Bonneville Power Administration, ATTN: Human Capital Management, NHQ-1, PO Box 3621, Portland, OR 97208-3621.

You will be notified via email to confirm receipt of your application package. *Applicants should retain a copy of their application as BPA does not return applications or provide copies.* For more information on the hiring process, please refer to: [http://jobs.bpa.gov/How\\_To\\_Apply/whathappens.cfm](http://jobs.bpa.gov/How_To_Apply/whathappens.cfm).

## Additional Information

**Veterans Information:** [https://help.usajobs.gov/index.php/Veterans\\_Information](https://help.usajobs.gov/index.php/Veterans_Information)

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### Career Transition Assistance Program/Interagency Career Transition Assistance Program (CTAP/ICTAP):

Individuals who have special priority selection rights under the Agency Career Transition Assistance Program (CTAP) or the Interagency Career Transition Assistance Program (ICTAP) must be well qualified for the position to receive consideration for special priority selection. 'Well qualified' possesses the knowledge, skills, and abilities which clearly exceed the minimum qualification requirements for the position, but does not have necessarily meet the definition of best qualified.

Federal employees seeking CTAP/ICTAP eligibility must submit proof that they meet the requirements of 5 CFR 330.605 (a) for CTAP and 5 CFR 330.704 for ICTAP. This includes a copy of the agency notice, a copy of their most recent Performance Rating and a copy of their most recent SF-50 noting current position, grade level, and duty location. **Please annotate your application to reflect that you are applying as a CTAP or ICTAP eligible.** For additional information please refer to <http://www.opm.gov/ctap/>

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**EEO Policy Statement:** [https://help.usajobs.gov/index.php/EEO\\_Policy\\_Statement](https://help.usajobs.gov/index.php/EEO_Policy_Statement)

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**Reasonable Accommodation Policy Statement:**

[https://help.usajobs.gov/index.php/Reasonable\\_Accommodation\\_Policy\\_Statement](https://help.usajobs.gov/index.php/Reasonable_Accommodation_Policy_Statement)

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**Legal and Regulatory Guidance:** [https://help.usajobs.gov/index.php/Legal\\_and\\_Regulatory\\_Guidance](https://help.usajobs.gov/index.php/Legal_and_Regulatory_Guidance)

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**Forms Availability:** All application materials may be obtained by calling 503-230-3230, or 1-877-975-4272 or visiting: <http://www.jobs.bpa.gov> .

**(ATTENTION - THIS CERTIFICATION MUST FILLED IN AND SIGNED)**  
**Natural Resource Specialist (Right-of-Way, GS-401-07/09/11)**  
**RE: Vacancy Announcement 10387-12-DE**

**Please check locations for which you are available. You will only be considered for selection at the locations you check.**

- ☐ **Salem, OR**
- ☐ **Vancouver, WA**
- ☐ **Spokane, WA**
- ☐ **Kent, WA**

I CERTIFY THAT I HAVE READ THE STATEMENTS ABOVE AND AGREE TO THE CONDITIONS OF EMPLOYMENT & RELOCATION THAT ARE DESCRIBED

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**(Printed Name)**

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**(Signature & Date)**

## **Applicant Source Form**

The Bonneville Power Administration's Human Capital Management office has an ongoing process improvement objective associated with recruitment and outreach strategies. In order for us to assess the effectiveness of our current advertising and Recruitment efforts, please identify how you learned about this job by marking the appropriate box below:

Vacancy Announcement Number	Position Title, Series, Grade
<input type="text"/>	<input type="text"/>

☐ **BPA Website**

☐ **USAJOBS Website**

☐ **Job Board** (CareerBuilder, Craigslist, Employment Dept, etc.)

**(please specify):** \_\_\_\_\_

☐ **Industry Website or Event** (National Institute of Government Purchasers, GreenDrinks, etc.)

**(please specify):** \_\_\_\_\_

☐ **Social Media Website** (Facebook, LinkedIn, etc.)

**(please specify):** \_\_\_\_\_

☐ **Career Fair** (campus events, community event)

**(please specify):** \_\_\_\_\_

☐ **BPA employee**

☐ **Other (please specify):** \_\_\_\_\_

U.S. Office of Personnel Management Guide to Personnel Data Standards	<b>ETHNICITY AND RACE IDENTIFICATION</b> (Please read the Privacy Act Statement and instructions before completing form.)	
Name (Last, First, Middle Initial) <div style="background-color: #cccccc; width: 100px; height: 20px;"></div>		
Agency Use Only		
<b>Privacy Act Statement</b>  <p>Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation.</p> <p>This information is used as necessary to plan for equal employment opportunity throughout the Federal government. It is also used by the U. S. Office of Personnel Management or employing agency maintaining the records to locate individuals for personnel research or survey response and in the production of summary descriptive statistics and analytical studies in support of the function for which the records are collected and maintained, or for related workforce studies.</p>		
<b>Specific Instructions:</b> The two questions below are designed to identify your ethnicity and race. <b>Regardless of your answer to question 1, go to question 2.</b>		
<b>Question 1. Are You Hispanic or Latino?</b> (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Question 2.</b> Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box. Check as many as apply.		
<b>RACIAL CATEGORY</b> (Check as many as apply)	<b>DEFINITION OF CATEGORY</b>	
<input type="checkbox"/> American Indian or Alaska Native	A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.	
<input type="checkbox"/> Asian	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.	
<input type="checkbox"/> Black or African American	A person having origins in any of the black racial groups of Africa.	
<input type="checkbox"/> Native Hawaiian or Other Pacific Islander	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	
<input type="checkbox"/> White	A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.	

Created from:  
 Standard Form 181  
 Revised August 2005  
 Previous editions not usable  
 42 U.S.C. Section 2000e-16 NSN 7540-01-099-3446